

2006 – 2007 Reporting of In-service Projects

Report of activities occurring between July 1, 2006 and June 30, 2007 (funded with state money) **OR**
September 1, 2006 and August 31, 2007 (federal money and/or combination of funding sources)

This form will connect Professional Development funds with specific in-service activities. **Please complete one form for each in-service activity.** Attach additional roll sheets if needed. **If multiple CACTUS numbers are used for an activity/project, please attach a separate page with the CACTUS number, number of teachers, number of administrators, number of contact hours and number of days for each.**

This information is needed before **October 1, 2007**. Please complete and return to appropriate Curriculum Specialist at USOE, P.O. BOX 144200, SALT LAKE CITY, UTAH, 84114-4200. If you have difficulty completing this form, contact the Curriculum Section at USOE.

Subject/Curricular Area:			USOE Specialist:		
Project Title:		CACTUS #(s):		Begin Date:	End Date:
Provider (institution):		Director of Project:		Phone:	
				Email:	
Target Audience	In-service Sites:	Instructor (s):		Total Cost:	# of Teachers
					# of Administrators
Contact Hours:		Type(s) of Credit Awarded (check all that apply)		Cost per Participant:	
		<input type="checkbox"/> College <input type="checkbox"/> USOE <input type="checkbox"/> Re-licensure pts.			
# of Days:		Amount (hours) of Credit Awarded:			
		_____ College _____ USOE _____ Re-licensure pts.			
Please write a short abstract that describes the in-service:					

Please provide the EA# and budget information for this project: EA/AF Number _____

Categories	State Professional In-service Funds	Other State Funds**	District Funds*	Federal Sources**	Other Sources **
Fund Appropriated	\$	\$	\$	\$	\$
Expenditures					
Salaries for Instructors	\$	\$	\$	\$	\$
Administrative Costs	\$	\$	\$	\$	\$
*Materials	\$	\$	\$	\$	\$
*Incentives to Teachers: i.e., books, material	\$	\$	\$	\$	\$
Food/Lodging/Meeting/Facility	\$	\$	\$	\$	\$
Substitutes	\$	\$	\$	\$	\$
Travel	\$	\$	\$	\$	\$
*Other	\$	\$	\$	\$	\$
Total Expenditures	\$	\$	\$	\$	\$
Unexpended Funds	\$	\$	\$	\$	\$

*Describe in Abstract

**Please identify other funding sources in abstract

If additional space is needed to respond to the following, please attach additional pages.

Write a short abstract describing the philosophy, objectives, activities, and logistics of this in-service.

Describe the strategies used in this in-service to ensure implementation in classroom teaching.

Describe the strategies used to ensure that this in-service equipped teachers to meet the instructional needs of all students including historically underrepresented groups.

Describe how the planning of this workshop ensured input from stakeholders. (Please give specific details of the involvement of classroom teachers, principals, and district instructional leaders.)

Describe the assignments(s) **required** to receive credit. (Needed for in-service credit)

Roll Sheet

[illegible]